

Minor Street Construction – The A-Permit

4. MINOR STREET CONSTRUCTION – The A-Permit

4.1 A-Permit Description and Purpose

The purpose of the A-Permit is to allow minor street construction in the public right-of-way. The public right-of-way generally consists of street easements that contain City streets, lanes, alleys, parkways, and sidewalks. The public right-of-way also includes public easements and unimproved streets. Construction within the public right-of-way is under the jurisdiction of the Department of Public Works, Bureau of Engineering (BOE).

Minor street construction consists of new driveway installation and repair, sidewalk installation and repair, curb and gutter repair, and installation of streetscape fixtures and street tree wells. It also includes installation of curb drains and street repairs for minor excavations in or near the street. It is further limited to work that will not alter an established flowline of a gutter or alter the existing grade of a sidewalk or street.

The A-Permit is the City's process of ensuring that minor street construction meets the City's design and materials specifications and that construction work is properly inspected. The A-Permit process ensures that the applicant is receiving a quality construction product.

One common type of minor street construction that requires an A-Permit is work to repair sidewalk damage caused by street tree roots. Applicants for this type of sidewalk repair are often homeowners and property owners adjacent to the damaged sidewalk. An A-Permit for repair of sidewalk damage due to tree roots does not require the applicant to pay a permit fee and is considered a "No Fee" permit. The District Offices of BOE requires a picture of the damaged area so they may waive the fees. To prevent future street tree root damage, tree roots must be trimmed or the tree must be replaced. Tree root trimming may damage the tree if not done properly. Prior to trimming street tree roots, a Street Tree permit issued by the Bureau of Street Services is required. (The A-Permit must be obtained prior to requesting the permit from Street Tree.)

The A-Permit will be issued for minor street construction once the applicant provides all of the necessary information and complies with A-Permit requirements. All A-Permit construction work shall be performed in accordance with the latest adopted A-Permit Standard Specifications.

City's Authority for the A-Permit

Los Angeles Municipal Code (LAMC), Section [62.105](#), requires a permit be obtained for construction in the public right-of-way.

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LAMC, Section [62.106](#) determines the class of construction permit based on the scope of construction work. The City's authority for the A-Permit is based on LAMC, Section [62.106\(a\)](#) as follows:

- (a) Class "A" shall include only the repair, construction or reconstruction of curbs, sidewalks, driveway approaches, or gutters and work appurtenant to the foregoing, or work within a public easement, where, in the opinion of the City Engineer, the work contemplated is so limited in extent and such simplicity of design that the deposit of those fees provided herein for Class "A" permits will with reasonable certainty compensate and reimburse the City for the costs of inspection and supervision entailed.

How long does it take to get an A-Permit?

It takes approximately 20 minutes to obtain an A-Permit at our Public Counters. Please go to Chapter 3, "Where Can I Get Help?" for more information on our Public Counters.

How long is the A-Permit valid?

The A-Permit is valid from the construction start date specified on the approved permit until the specified expiration date. The A-Permit expires six months from the date of issuance, but may be renewed at the request of the Applicant.

When does the A-Permit expire?

A-Permits expire and become void:

- 1) On the 31st day after the approved construction start date stated on the permit if work has not begun, or
- 2) If the project is not being prosecuted diligently, or
- 3) If the work is not completed within the duration specified on the permit, or
- 4) On the date specified on the permit as the expiration date.

How will the City determine if a project is being performed diligently?

- 1) Once a project begins, work must continue on a daily basis, except for weekends, holidays, inclement weather or labor disputes.
- 2) Once a project begins, the work must continue uninterrupted until such work no longer affects public convenience, health, or safety.
- 3) The Permittee is responsible for ensuring that all necessary materials and supplies are on hand and ready for use so as not to delay the project.

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How is an extension to an approved A-Permit obtained?

- 1) Request an extension prior to the expiration date. Include an explanation with your request and specify dates you wish to change. One extension of up to six months is allowed.
- 2) There is no charge to request an extension, however, Applicants are advised to diligently pursue and complete their A-Permit work.

Can approved A-Permits be revised, or will a new A-Permit be required?

- 1) An approved A-Permit may be revised if changes are a continuation of the same project.
- 2) To revise an approved A-Permit:
 - Indicate changes on the approved permit and plan;
 - Submit the revision for approval; and
 - Pay all additional fees that apply.

If an A-Permit expires and work is still planned, is a new application required?

Yes, without an approved extension, a new A-Permit application and payment of the Basic Application fee is required. One extension of up to six months is allowed.